



State of Arizona
Department of Education

Tom Horne
Superintendent of
Public Instruction

MEMORANDUM

TO: Superintendents, Charter Holders, and Special Education Directors **SPED 09-04**

FROM: Colette E. Chapman, Deputy Associate Superintendent
Exceptional Student Services/Arizona Department of Education

DATE: March 10, 2009

SUBJECT: **Alternate Assessments UPDATE**

AIMS A Deadline

AIMS A must be administered to all eligible students by March 31, 2009. On March 31, 2009 the AIMS A online system will close and teachers will no longer be able to log on to the system. Districts **will not** be able to add students to the AIMS A systems after the March deadline. To ensure that the students in your district who are eligible were assessed with AIMS A, check the students' status by logging on to Common Logon and select "Student Status Report."

SAIS Errors

Districts of Residents (DOR) are responsible to ensure that their students' information is in the SAIS database. Districts of attendance and private schools that have DORs permission to administer AIMS A to eligible students will not be able to complete this process if an error persists in SAIS.

Final Verification

The final verification process begins April 1, 2009 and ends April 30, 2009. Attached is the final verification document to assist you in completing the AIMS A process. During this process, students should not be added to the system. There may be unforeseen circumstances that require the administration of AIMS A during this period; however, this must be approved by Leila Williams or Danielle Gordon.

Student Reports

You will be notified when reports are available and how to generate reports for parents and district records. Reports will only be available for students who were assessed by **March 31, 2009** and their data was verified by **April 30, 2009**. The administrator may select "Student Status Report" to identify students who will not receive a Student Report.

AIMS EA Eligibility UPDATE

The Arizona Department of Education (ADE) is developing an assessment based on modified academic achievement standards for certain students with disabilities known as Arizona's Instrument to Measure Standards Enhanced Accessibility (AIMS EA).

This assessment covers the same grade-level content as the general assessment. The expectations of content mastery are adapted, not the grade-level content standards themselves.

Only students receiving special education services can be considered for participating in this assessment. Students who might be eligible for this assessment **must** have an opportunity to achieve at grade level, and they **must** have access to and high quality instruction in grade-level content.

The timeline for AIMS EA availability is as follows:

Spring 2010	Field test for Grades 7, 8, & 10
Spring 2011	Initial Test Administration for Grades 7, 8, & 10 AND Field Test for Grades 4, 5, & 6
Spring 2012	Initial Test Administration for Grades 4, 5, & 6

Attached is a copy of the updated Alternate Assessments Eligibility Determination document. This document includes the eligibility criteria for AIMS A and AIMS EA. If you would like to schedule training for the AIMS EA eligibility, please contact Melanie Mosiman at 602.364.1296.

If you have any Alternate Assessment questions, please contact:

AIMS A

Leila Williams, Ph.D
Alternate Assessment Coordinator
AIMS A and AIMS EA eligibility
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AIMS EA

Melanie Mosiman,
Alternate Assessment Coordinator
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AIMS A Technical Quality and Data Analysis Coordinator
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AIMS A FINAL VERIFICATION PROCESS

March 31, 2009	The Alternate Assessment application closes for teachers and the administration of AIMS A ends. This includes all PEAs, accommodation schools, private day schools, and private residential facilities. Students cannot be added to AIMS A system after March 31, 2009
April 1 to 30, 2009	The Public Education Agency (PEA) Administrator:
	<ol style="list-style-type: none"> 1. Assigns all tuitioned-out students either to the home school or the school the student would have attended if services were provided within the PEA. The option selected must be consistently applied to all students. <ul style="list-style-type: none"> • Selects Tuitioned-Out Student Assignment from the Administration menu in the Alternate Assessment application. • Selects the appropriate school site from the drop down list next to each student's name.
	<ol style="list-style-type: none"> 2. Verifies that all eligible students participated in the AIMS-A tests.
	<ol style="list-style-type: none"> 3. Ensures that all student data is in a "complete" status (Test data for any student in an "incomplete" status will be invalidated).
	<ol style="list-style-type: none"> 4. Selects Final Verification from the Administration menu on the AIMS A application. <ul style="list-style-type: none"> • Detailed instructions on the Final Verification Process are available under Documents on the AIMS A application front page.
	<ol style="list-style-type: none"> 5. Submits the AIMS A data to ADE.
April 30, 2008	The Alternate Assessment application closes when the Final Submit button is clicked or April 30, whichever occurs first.
	You will be notified when reports are available and how to generate reports for parents and district records. Reports will only be available for students who were assessed by March 31, 2009 and their data was verified by April 30, 2009 . The administrator may select "Student Status Report" to identify students who will not receive a Student Report.